

**From:** kaylee@hollywoodchamber.net  
**BC:** PETER ZARCONE  
**Subject:** Removing trespassers from your area of business  
**Date:** 17-Sep-2015 15:01  
**Attachments:** TEXT.htm [Save] [Open]  
 image001.png [Save] [Open]  
 Trespass Arrest Authorization Form.pdf [Save] [Open]  
 Mime.822 (excluded from export)  
 Example of Trespassing Sign.JPG [Save] [Open]  
 image002.png [Save] [Open]  
**Creation Date:** 17-Sep-2015 14:45  
**Store Date:** 18-Nov-2015 21:30  
**Status:** forwarded,opened,read  
**Box Type:** received  
**Folder:** PETER ZARCONE Home > Mailbox  
**Message Id:** 55FAD5AC.LAPDDomB.POB5.200.20000D9.1.119FB.1

---

Dear Board Members,

Due to the increase in homelessness and loitering in the area, Los Angeles Police Department has created some effective tools for businesses which will help keep our community clean and safe. Lieutenant Alex Baez recently presented this information to our tourism committee and we thought that we would pass it on to all of our members, starting with our Board of Directors:

If your business would like the LAPD to remove unwanted visitors from your area, the process is as such:

1. Your business must post specific signage at your location in a visible area
2. Then complete and submit a Trespass Arrest Authorization Form to the LAPD

1. For the signs:

There is specific language to be printed on the signs (sample attached) and the signs should be made of material that can be bolted into the side of the building, so they may not be removed. The Sign Studio in Burbank has done many of the signs in our community and already have the template with the required specs. These signs are approximately \$40 each and your logo can be added. Please contact Julie at the Sign Studio to get this done (818) 843-9200 or [info@signstudiola.com](mailto:info@signstudiola.com)<mailto:info@signstudiola.com>

2. For the Trespass Arrest Authorization Form:

Once your sign is up, simply fill out the Trespass Arrest Authorization Form (attached). This completed form enables any of your employees to call LAPD when there is a trespasser on site and gives LAPD authorization to remove that person immediately. The completed form must be brought to the Hollywood Division Police Station at 1358 N. Wilcox Ave. and will become active the moment it is submitted.

This program is already working for many of our Chamber members and is an excellent way for us to support LAPD's efforts. If you have any questions, please contact Lieutenant Alex Baez, Hollywood Entertainment District at [26623@lapd.lacity.org](mailto:26623@lapd.lacity.org)<<mailto:26623@lapd.lacity.org>>

This is another example of your Chamber dollars hard at work in protecting the businesses in our community!

[cid:image001.png@01CF5598.446BA910]

Kaylee Kiecker

Executive Vice President

Hollywood Chamber of Commerce

7018 Hollywood Blvd.

Hollywood, CA 90028

(323) 469-8311 ex. 15

(323) 469-2805 fax

[Kaylee@hollywoodchamber.net](mailto:Kaylee@hollywoodchamber.net)<<mailto:Kaylee@hollywoodchamber.net>>

[www.hollywoodchamber.net](http://www.hollywoodchamber.net)<<http://www.hollywoodchamber.net/>> | [www.walkoffame.com](http://www.walkoffame.com)<<http://www.walkoffame.com/>>

[cid:image006.png@01D0F093.EBBC9D90]